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25 YEAR RE-REVIEW

5 January 1953

MEMORANDUM FOR: DIRECTOR OF TRAINING

SUBJECT: Training (General) Monthly Report - December 1953

1. Personnel in TRG Courses:

a.	Clerical Refresher Course #19 (1 - 19 December 1952)		
	Shorthand I	6	
	Shorthand II	5	
	Typing I	9	
	Typing II	7	
	English Usage	3	30
b.	Reading Improvement Course #8 (17 Nov. 52-2 Jan. 53)		
	FI/PP/PM Personnel	28	
	Other Agency Personnel	39	
	Special ORR Personnel	1	68
c.	CIA Language Lab.		
	[redacted] ct. 52-30 Jan. 53	2	
	[redacted] Sept. 52-9 Jan. 53	5	
	[redacted] June-Indef.	3	
	[redacted] -29 Sept. 52-30 Jan. 53	6	
	[redacted] Sept. 52-23 Jan. 53	6	
	[redacted] June - Indef.	5	
	[redacted] 2 Sept. 52-9 Jan. 53	6	
	[redacted] ne-Indef.	1	
	[redacted] 2 Sept.-9 Jan. 53	6	
	Self-Study	174	214*
d.	Basic Intelligence School #6 (10 Nov.-19 Dec. 52)		12
e.	CIA Presentation Program (10 December 1952)		82
f.	Clerical Orientation Courses #19-25		98
g.	CIA Indoctrination		205

*Approximate

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JOB NO. ____ DOC. NO. 55 NO CHANGE
IN CLASS/X ____ REF. JUST. 22
NEXT REV DATE 89 TYPE DOC. 02
NO. PGS. 3 CREATION DATE ____ ORG CLASS C
REV CLASS C REV COORD. ____ AUTH:

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h. Clerical Induction Training (D St.)

Typing	32	
Shorthand	18	
English	153	
Geography	60	
Office Practice	59	322

i. Human Resources Program 39

Total TRG Courses 1,070

2. Personnel entered in Training arranged by TRG at outside institutions:

a. Defense Schools

Air Weapons Orientation Course #52-20 (1-5 December 1952)	1	
Atomic Weapons Orientation Course (2-6 December 1952)	1	
Air War College (17 Aug. 52-18 June 53)	1	
Armed Forces Staff College (22 Aug. 52-Jan. 53)	1	
Army War College (28 Aug. 52-June 53)	1	
Intelligence Staff Officers Course (2 Sept. - 12 Dec. 52)	1	
Industrial College of the Armed Forces (21 Aug. 52-18 June 53)	1	
National War College (21 Aug. 52-16 June 53)	3	
Naval Intelligence School (1 July-19 Dec. 52)	1	
Naval War College (7 Aug. 52-June 53)	1	
Strategic Intelligence School (10 Nov. - 19 Dec. 52)	3	15

b. OCS Trainees

Army	13	
Air Force	12	
Navy	10	
Marines	3	38

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c. [redacted] 3

d. Language Training
Georgetown University

UTL #23 - 27 Oct.-19 Dec. 52	7
SRS I - Group 3 (22 Sept. 52-28 Jan. 53)	5
SRS I - Group 4 (24 Nov. 52-13 Mar. 53)	5

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SRS II - Group 2 (22 Sept. 52-28 Jan. 53)	3		
SRS II - Group 3 (24 Nov. 52-13 Mar 53)	5		
SRS/L (22 Sept. 52-28 Jan. 53)	5		
SRC - Russian Specialization (29 Sept. 52-Aug. 53)	6		
Misc. Georgetown Courses	95	131	
FSI Language		9	
Misc. External Language Training		45	
e. Miscellaneous			
FSI-Near East Language & Area Program (1 Oct. 52-1 Apr. 54)	6		
FSI-Near East Seminar (1 Oct. 52-27 Feb. 53)	6		
FSI-Chinese Map & Place Name Course (13 Oct. 52-23 Jan. 53)	3	15	
IBM		9	
Misc. External Training Requests		36	
Industrial Orientation-Naval Gun Factory (8-19 December 1952)		2	
Attendance at ICOAF lectures		13	
Attendance at SIS lectures		66	
Total External Trng.			382
Grand Total			1,452
December Entrants-TRG Training			788
December Entrants-External Training			97

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[redacted]

Registrar, OTR

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